

Delois Edmondson
5733 The Alameda
Baltimore, Md. 21239

Manager, In-plant Support
Gregory Incontro
MPO, 900 E. Fayettee Street
Baltimore, Maryland 21233

January 3, 1999

Dear Mr. Incontro

I am requesting a schedule change for a period of one year due to the recent crisis that has occur in my life. I wish to report three hours later than my schedule reporting time. This time change will give me the time I need to get my family crisis under control without causing any interruption in my work week.

In addition as I stated in my earlier letter to MDO Jackson, I believe I am a greater asset to the postal service on the later shift. (Please see copy of letter addressed to MDO Jackson for review)

I'm requesting the schedule change to begin in January 1999 and end January 2000.

I appreciate your prompt consideration and response to this request. Thank you.

Sincerely Your,

Delois Edmondson
Delois Edmondson

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